5438163/2022/LEGAL-II-HOM01

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Home Department – Mahila Police – Job Chart and Training Syllabus – Orders – Issued.

HOME (LEGAL-II) DEPARTMENT

G.O.Ms.No.2 **Dated:12-01-2022**

Read the following:

1. G.O. Ms.No.110, PR&RD (MDL.I) Dept., dated 19.07.2019.
2. G.O. Ms. No.217, MA&UD Dept., dated 20.07.2019.
3. G.O.Ms.No.126, Home (Legal-II) Department, dt.01-10-2019
4. G.O.Ms.No.129, Home (Legal-II) Department, dt.10-10-2019
5. G.O.Ms.No.59, Home (Legal-II) Department, Dated:23.06.2021
6. G.O.Ms.No.60, Home (Legal-II) Department, Dated:23.06.2021
7. From the Director General of Police, Andhra Pradesh, Mangalagiri, Lr.Rc.No.6224/C3/2021, Dated:07.01.2022.
8. G.O.Ms.No.1, Home (Legal.II) Department, dated:12.01.2022.

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ORDER:

In the G.O. 8th read above, Government have issued the "Special Rules for Andhra Pradesh Mahila Police (Subordinate Service) Rules, 2021", in supersession of earlier rules issued vide G.Os 3rd to 6th read above.

2. In the circumstances reported by the Director General of Police, Andhra Pradesh, vide letter 7th read above, Government hereby approve the Job chart of Mahila Police and also Training Syllabus attached as Annexure I and Annexure II.

3. The Director General of Police, Andhra Pradesh, Mangalagiri shall take further necessary action in the matter.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

GUDI VIJAYA KUMAR
PRINCIPAL SECRETARY TO GOVERNMENT (I/c)

To
The Director General of Police, Andhra Pradesh, Mangalagiri.
The Chairman, State Level Police Recruitment Board,
Andhra Pradesh, Mangalagiri.
The Chairman, Andhra Pradesh Public Service Commission,
Vijayawada(10 copies).
The Special Chief Secretary to Government, GV/WV&VS/WS Department.
Copy to:
The P.S to Principal Secretary to C.M.
The P.S. to Chief Secretary to Government.
The P.S.to Minister for Home and Disaster Management.
The P.S. to Advocate General, High Court of Andhra Pradesh.
The G.P. for Home, High Court of Andhra Pradesh.
The P.S. to Special Chief Secretary to Government, GV/WV&VS/WS Department.
The P.S. to Principal Secretary to Government, Home Department.The
P.S. to Secretary to Government, Law Department.
The General Administration (Ser.A) Department.The
Home (Ser.IV) Department.
SF/SC.

// FORWARDED:: BY ORDER//

B. V. Ramanaiah
SECTION OFFICER

ANNEXURE- I

Mahila Police Job Chart

Annexure to G.O.Ms.No.2, Home (Legal-II) Department, Dated:12.01.2022.

The Mahila Police will function to curb violence against women/girls and children and report any untoward incident in the community.

They will strive to encourage the community members to be responsible for creating a safe environment for women/girls and children.

Their primary job would be to take steps to ensure that situations where women in the village are harassed or their rights and entitlements are denied or their development is prevented.

1. Mahila Police shall inform/ intimate to the jurisdictional Station House Officer on the following activities:

a. Urgent issues having a bearing on Law & order in their area.
b. Visits to schools, colleges at village level and educating students regarding road safety, Cyber Crime, women safety, etc.
c. Information on social vices and anti-social activities.
d. Counselling sessions to farmers against suicide, stress management with help of stakeholders.

2. Mahila Police shall assist the Station House Officer/Investigation Officers in investigation of cases wherever necessary in the matter of arrests, recoveries, searches, identification and securing of witnesses or verification of information.

3. She shall create awareness among the targeted beneficiaries, pregnant women, lactating mothers, children etc., about various Government programmes.

4. She shall report and monitor missing women and children, child marriages etc.

5. She shall guide the differently abled persons and transgenders for admissions in hostels, homes, shelters, residential schools for their care and education.

6. She shall create awareness about gender based violence.

7. She shall assist local police in service of NBWs/ summons whenever requested for.

8. She shall obtain copies of FIRs from the SHOs and inform the complainants regarding the stage of the case.

Mahila Police shall:

9. Facilitate, create awareness and educate the village/ward folk on the acts for protection and welfare of women and children such as:

a. Prevent child marriages, educate the villagers / ward members on the provisions under Prohibition of Child Marriage Act,2006.

b. Act as potential informer to the child marriage prohibition officers (Village Revenue Officer, Village Secretary, Tahsildhar & ICDS Supervisor) to prevent child marriages.

c. Educate the villagers / ward members on the provisions under the protection of women against Domestic Violence Act,2005.

(P.T.O)

d. Refer the children (who are in need of care and protection) to Child Welfare Committee/District Child Protection Unit (DCPU), and to help them in getting required services.

e. Educate the villagers / ward members on the provisions of Protection of Children from Sexual Offences (POCSO) Act, 2012 to protect the children from sexual offenses.

f. Educate the villagers / ward members on provisions under Dowry Prohibition Act, 1961 and try to control dowry system in the community.

g. Educate the village youth / ward youth (working in un organized sector) on the provisions under the Protection of Women against Sexual Harassment at work place Act,2013.

h. Educate the women on the provisions of registration of marriage under Compulsory Marriage Registration Act, 2002, to protect their rights.

i. Educate the villagers / ward members on the institutions working for providing shelter to women, children, juveniles, differently abled persons and senior citizens.

j. Educate the villagers / ward members on legal adoption and advise the needy couple to make use of the legal adoption process.

k. Refer needy women to 'Sakhi One Stop Center' to get Police, Legal, Medical and Counselling service.

l. Assist the victims of atrocities to avail compensation from the Relief and Rehabilitation fund.

m. Facilitate safety & security measures of women and children in the village /ward.

n. Educate 'Balika Sanghas' (9 to 16 years of age group) and make them aware of their rights to work as peer groups to solve the issues around child marriages, sexual abuse, trafficking and other offenses against girl children.

o. Report the Women Development & Child Welfare and Police department for missing women and children.

p. Be the member of the Village / ward Level Child Protection Committee, to ensure child friendly village (a village / ward free from trafficking, child marriage, child abuse, sale of child and child labour).

q. Report to local Police or CDPO on presence of any unauthorized institution housing the children, orphans, abandoned and runway children.

r. Create awareness on prevention of alcoholism.

s. Facilitate admission of substance (drug) addicted to nearest de-addiction centers.

10. Mahila Police shall participate in village & ward secretariat meeting of their functioning to provide citizen services efficiently.

GUDI VIJAYA KUMAR
PRINCIPAL SECRETARY TO GOVERNMENT (I/c)

ANNEXURE- II

TRAINING SYLLABUS

Annexure to G.O.Ms.No.2, Home (Legal-II) Department, Dated:12.01.2022.

Indoor:

S.No	Subject	Topics
1	Law	• IPC, CrPC, IEA, SLL sections relating to job chart with special focus on crime against women
2	FS & FM	• Basics of Forensic Science & Medicine with special focus on collecting clues from scene of offence and from women victim. • Practical field visits
3	APPM & CCA Rules	• Basics with special focus on hierarchy in Police Department, job chart of all ranks, Station Crime History and Station House Management • Punishments, Appeals, Revisions, Mercy petitions etc
4	Professional counselling	• Role play • Interaction with victims • Interaction with professional councilors
5	Women Safety Initiatives & Citizen services	• Disha initiatives taken up by AP Govt • Initiatives of AP Police • AP Police Seva and other citizen service platforms
6	Basic Computer Course	• Basics of computers, • Basics on social media, • Basics of cyber crime • CCTNS Basics • Case studies • Practicals

Outdoor (Endurance):

SL.NO	Subject
1	Yoga
2	PT
3	Walking
4	Weekly Trekking
5	2 wheeler Driving/cycling
6	Basic drill & salutes
7	Squad Drill
8	March Past
9	POP Practice
10	Sports & Games

Note: The trainees will be attached to field units for one month.

GUDI VIJAYA KUMAR
PRINCIPAL SECRETARY TO GOVERNMENT (I/c)